

Charter Contract Amendment Request
to Reduce Enrollment
Silver Sands Montessori Charter School

Pending Approval by SSMCS Board of Trustees

April 2, 2025

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Charter Contract Amendment Request to Reduce Enrollment

Executive Summary

Silver Sands Montessori Charter School originally received our charter in 2009 from the Nevada State Board of Education to operate as a grade K–8 school. FY2024-2025 is Silver Sands' 16th year of operation, which is the fourth year under the new charter contract that was approved by the SPCSA in December 2020 for a 6-year term to June 30, 2027. Silver Sands is the only tuition-free school in southern Nevada providing education in a Montessori environment, while adhering to Common Core standards and subject to state testing and accountability requirements. In the upcoming term, our goal remains to prepare children for life through community, character building and an environment of mutual respect and our mission will not be changed.

Mission Statement - To provide quality Montessori education in an environment that encourages a child's love of learning and respect for self, others, community, and the world.

Silver Sands will continue to cultivate independence in students, love of learning, understanding of cultural differences, respect for self and others, above and beyond their academic learning. Students will continue to learn how they can contribute to their classroom, their community, and the environment around them.

Amendment Request

Due to a drop in enrollment since the fiscal year 2020-2021, Silver Sands Montessori Charter School is required to submit a charter contract amendment to modify our enrollment cap in order to maintain the 10% threshold for the 2024-2025 school year and demonstrate financial viability. This amendment request for Silver Sands also includes adjustments to future enrollment caps up to the 2026-2027 fiscal year.

Key Reasons for Reduction in Enrollment.

Operations and Enrollment

1. Describe the rationale for the reduction in enrollment.

To ensure that we are in compliance with the terms of the charter contract, we are submitting an enrollment reduction request to maintain the 10% threshold for the current threshold. These numbers more closely relate to the actual numbers we have had in the most recent school years.

2. Specifically identify the key risks associated with this reduction plan and describe the steps the school is taking to mitigate these risks.

No risks associated as we have been able to maintain our budget with the number of students vs. expenses and teaching staff. Staffing is adjusted based upon enrollment numbers at the start of the school year.

3. Describe the role to date of any parents, neighborhood, and/or community members involved in the proposed reduction in enrollment of the school.

We have a strong community and will work with families to help us promote our school as much as possible. We have involved parents in our Parent and Family Engagement policy.

4. Describe how you will engage parents, neighborhood, and community members from the time that the application is approved. What specific strategies will be implemented to ensure students who have already enrolled in the school maintain that enrollment and are not adversely affected?

SSMCS is taking steps to increase marketing by creating and promoting a Facebook page and creating ads within Facebook to target families living in the Las Vegas/Henderson area. We have participated in the School Choice Fair and have reached out to apartment communities to ask that they provide our information to families that live within walking distance to our school. We have communicated with pre-schools in the vicinity and shared our information. We will continue to look for ways to promote and reach families.

We have a strong community and will work with families to help us promote our school as much as possible.

5. If the reduction in enrollment will impact staffing, please complete the staffing chart on the budget workbook. If the reduction in the cap will not impact staffing, please write no impact below.

(no impact due working with reduced enrollment for the past two fiscal years)

6. If applicable, please provide an updated Lottery Application if dates to the lottery and window change or lottery procedures are changed due to the reduction in enrollment cap.

No changes to lottery application or dates.

7. Please complete the enrollment charter with the proposed enrollment changes for the remainder of the charter term. Please feel free to add rows for grades and change columns to fit the charter term.

Grade Level	Number of Students				
	2024-25	2025-26	2026-27	2027-28	2028-29
Pre-K	0	0	0	*	*
K	30	35	40	*	*

Lower Elementary (1 st -3 rd)	80	80	84	*	*
Upper Elementary (4 th -5 th)	51	51	52	*	*
Middle School (6 th -8 th)	69	69	69	*	*
Total	230	235	245	*	*

***Enrollment numbers are entered through the 2026-2027 school year which is the end of our charter contract term.**

Financial

Amendment Budget Workbook

On the spreadsheet file that is included in our submission .

Budget Narrative

Our enrollment numbers prior to the pandemic averaged approximately 298 students in grades Kindergarten through 8th grade. Since the pandemic we have seen a decline in our count-day enrollment numbers: FY2020-2021 = 266, FY2021-2022 = 258, FY2022-2023 = 243, FY2023-2024 = 242 and our current FY2024-2025 = 230.

Each annual budget, Silver Sands includes the allowed contingency. These funds have been crucial in times of need. The school also relies on the variable State and Federal Grant revenue for Special Education funding, as well as, Title IA, Title IIA, Title III Federal funding. The school's annual budget does not include fundraising funds, as usually those funds are used for special projects, or to support our students and/or families in community events or our very special milestone field trips. More detail on our Federal funding is listed below.

Staff Levels

Staff levels have been lower beginning FY2020-2021 as we had continued with distance learning that year. Since the FY2021-2022, we are down a Lower Elementary classroom. Because we have been working with lower enrollment numbers since then, our staff levels will have minimal change. If we can bring back the 4th Lower Elementary classroom that would increase staff by two. These positions would be dependent upon classroom/enrollment numbers.

Assumptions and Revenue Estimates***Federal Funding***

- SSMCS consistently receives Federal grants that were passed through the State. In FY25, our school's At-Risk special population increased and SSMCS was designated as a Title I and began receiving funds in order to build the program to better assist those students and their families.
 - FY25 Special Education, (IDEA, Part B) was awarded for the amount of \$43,324.28. Funds from this grant are mainly used towards the Special Education contract services, Speech, OT, Health and Psych services.
 - FY25 IDEA, Part B PIP RNR was awarded for the amount of \$7,740.72. Funds will be utilized to train the Special Education Teacher via virtual conferences, professional development, and also fund for the cost of substitute services to allow the Special Education to attend these trainings.

- FY25 Title I, Part A funds a new grant to SSMCS in FY25 as the school's At-Risk population has grown to 96. SSMCS plans to assist this special population with academic support by contracting services to accommodate additional small group lessons during the school day. This grant will also be utilized to assist our At-Risk students with school supplies that are requested at the beginning and middle of the year, along with assistance for field trip costs (SSMCS has utilized \$414-field trip for 18 students). SSMCS was awarded \$47,305.72 in FY25.
- FY25 Title IIA funds were awarded to SSMCS once again, this year to fund one Teacher to obtain an English Language Acquisition and Development (ELAD) endorsement, including professional development along with training materials. SSMCS will utilize \$767.69 of Title IIA funds of FY25.
- FY25 Title III English Learner funds a new grant to SSMCS, awarded \$4,397.26 in FY25. The school's EL population has grown by a few more students to 31. SSMCS plans to assist this special population with academic support by the purchase of phonics workbooks, subscribing to an online curriculum that enhances reading skills specifically for EL students, and for parent meeting supplies to assist the families of our EL students.
- In FY25, the DSA Special Education amount received will total approximately \$143,933. Our Special Education population holds an average student count of 33 over the past few years. The Special Education DSA funding increased by almost 25% from FY24.

PUBLIC NOTICE



SILVER SANDS MONTESSORI CHARTER SCHOOL

BOARD MEETING AGENDA

Thursday, February 13, 2025

5:15 p.m.

Location: Teleconference Meeting

Please Note the Following:

Members of the public are invited to participate via teleconferencing. Members of the public are invited to send your public comments via email to boardoftrustees@silversandsmcs.org by noon on Wednesday, February 13, 2025. If you would like to call in to the meeting, information to dial in is below:

Dial in number: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 645-817-773

Call-in information to the meeting will also be posted at the school and the school website. Members of the SSMCS Board of Trustees will participate in the meeting via video conferencing.

Members of the SSMCS Board of Trustees may participate in the meeting via video conferencing or may call into the meeting site.

The Board reserves the right to take agenda items out of order, items may be removed or delayed from the agenda at any time, and two or more items may be combined for consideration.

Silver Sands is pleased to make reasonable accommodations for any member of the public who has a disability and wishes to attend the meeting. Please notify the school, at least 48 hours in advance, if possible, so that reasonable arrangements may conveniently be made. Contact via email at ms.marlo@silversandsmcs.org; or call 702-522-6220.

BOARD MEETING
Thursday, February 13, 2025
5:15 p.m.

***Mission Statement** - To provide quality Montessori education in an environment that encourages a child's love of learning and respect for self, others, community, and the world.*

-AGENDA-

Call Board Meeting to order; Roll Call (SSMCS Board Chair)

Kristofor Jacobson, Jennifer McDonald, Sharon Groesbeck, Lorraine Kucik, Mary Mitchell, and John Fukuda.

1. Review and Adoption of Agenda (Kristofor Jacobson, President, SSMCS Board of Trustees) *(Discussion/For Possible Action)*
2. Public Comment - Agenda Items *(No Action)*
Comments that were sent in from the Public via email are welcome at this time regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. See NRS 241.020. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments. The Chair may allow additional public comment at his discretion.
3. Approval of Prior Meeting Draft Minutes (Kristofor Jacobson, President, SSMCS Board of Trustees) *(Discussion/For Possible Action)*
 - November 7th, 2024 Draft Minutes
4. Review and Approval of Personnel Recommendations for FY2024-2025. (Danette Olmos-Green, Director, SSMCS) *(Information/Discussion/For Possible Action)*
5. Review and Approval of SY2024-2025 Title I School-Parent-Family Engagement Policy for submission to the State. (Sheila Palombo, Director, SSMCS) *(Information/Discussion/For Possible Action)*
6. Review and Approval of the SY2025-2026 School Performance Plan (SPP). (Sheila Palombo, Principal/Director, and Jonathan Valencia, Assistant Principal/Teacher, SSMCS) *(Information/Discussion/No Action)*
7. Review of SY2024-2025 Special Education Procedure Manual. (Sheila Palombo, Director, SSMCS) *(Information/Discussion/For Possible Action)*
8. Review and Approval to file FY2024-2025 State Quarterly Financial Reports. (Marlo Tsuchiyama, Head of School/Director, SSMCS) *(Information/Discussion/For Possible Action)*
9. Review and Approval of Charter Amendment Request to Reduce Enrollment. (Marlo Tsuchiyama, Head of School/Director, and Danette Olmos-Green, Director, SSMCS) *(Information/Discussion/For Possible Action)*
10. Review and Approval of SY2024-2025 Menstrual Products Access Plan for submission to the State. (Danette Olmos-Green, Director, SSMCS) *(Information/Discussion/For Possible Action)*
11. Review and Approval on contractor quote for additional security cameras. (Danette Olmos-Green, Director, SSMCS) *(Information/Discussion/For Possible Action)*
12. Review and Approval to file FY2024-2025 Capital Improvement Plan. (Marlo Tsuchiyama, Head of School/Director, SSMCS) *(Information/Discussion/For Possible Action)*

13. Setup of Hiring Committee to find replacement for the Director of Finance and Action Steps for Posting the Position. (Kristofor Jacobson, President, SSMCS Board of Trustees) (**Information/Discussion/For Possible Action**)
14. Public Comment #2. Non-Agenda Items (**No Action**)
Comments that were sent in from the Public via email are welcome at this time regarding non-agenda items. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. See NRS 241.020. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments. The Board Chair may allow additional public comment at his discretion.
15. Next Board Meeting/Retreat Date (Kristofor Jacobson, President, SSMCS Board of Trustees) (**Information**)
16. Adjournment (Kristofor Jacobson, President, SSMCS Board of Trustees)

Posting of Agenda: This public notice and agenda has been posted at the Silver Sands Montessori Charter School, and the school's website at <https://www.silversandsmcs.org/board-of-trustees> and the State of Nevada's Public Notice website, <https://notice.nv.gov/>.

Supporting materials for items listed on the above-referenced agenda may be requested electronically, at no charge, by emailing Marlo Tsuchiyama, Head of School, at ms.marlo@silversandsmcs.org.